

22 May 1963

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MEMO FOR THE RECORD

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Report on Meeting: LANGUAGE QUALIFICATIONS REGISTER

25X1A9a

During a two hour meeting on Wednesday with [REDACTED]
25X1A9a

[REDACTED] we reviewed the need for the regular reports that are made for the LQR.

Briefly these are: 1. Alpha by Agency. 2. Alpha by Language 3. By component, alpha. 4. By SD. The conclusion was that there is need for all four (not necessarily the Registrar Staff as a user.) As far as we are concerned, we need the alpha by Agency, listing of delinquents, and to aid our use of the master, we are getting a monthly report of personnel on duty which will include Staff employees, agents, contract under sealing and military.

We discussed the matter of changing the information in the LQR by way of AIB's sending in a completed form to Qualifications. We talked, too, of requests for additional reports from the LQR and agreed that these would go directly to Qualifications. It is assumed that Qualifications will be aware of the reports that have been made and the kind of annual information that is available in AIB's records.

Much time was spent on discussing the numerical reports which were outlined by 25X1A9a [REDACTED] after his November '62 meeting with DR/TR, 25X1A9a [REDACTED] and C/AIB. The reports, as you know, went from A through F. Specifically,

Report A - Tested prof only, language by office

B - Tested plus claimed language by office

C - Slight language by office

D - Disclaimed language by office

E- Persons with no prof

F - Comp language by office

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[REDACTED] thinks that such information as required will not be difficult to extract, but he thinks that he can combine these to reveal the information equally as currently as the individual reports. Bill took our papers and wants to program his own

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papers and discuss this at a later date. As an additional report, we talked over the kind of thing that the XA/DDS, ^{25X1A9a} [REDACTED] wanted for the DCI's use. Bill plans to present a format for such a report and in addition his recommendations for others may be requested.

As to the frequency of our getting the numerical reports, both Bill and Rip recommended that these be done on an annual basis; that the percentage of change would be negligible over a period of six months. He requested that we give serious thought to expecting the report at the end of the year. (We did not talk of it as a calendar year or a fiscal year.)

No matter of this kind on records and reporting could go without mention of our primary concern, the Agency Training Record. Both men asked that we bring to your attention the serious need for weeding out items that have no significance in a training report. We talked of such things as a two-day presentation (AAOs, the clerical induction and orientation, and UTGA.) I mentioned that I was certain that R/TR would go along with this, since I know he has mentioned it on several occasions.

The meeting was a smooth one, with a general understanding of problems. Into the discussion came the position of ^{25X1A9a} [REDACTED] and his attention to our matters, and apparently as we well know, John is expected to "phase out." It will be ^{25X1A9a} [REDACTED] and a ^{25X1A9a} [REDACTED] as I see it, with whom we will be doing business, although Rip said that he thought final work arrangements should be decided upon after all of "this is cleared up" and there is a meeting of the minds (representatives of Registrar Staff and ADPS). No definite date was set for another meeting.

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